




## Arizona Tribal Workforce Development Board (ATWDB) Meeting Minutes

1. Call to Order by Chairwoman Crystal Banuelos at 1:36 PM
2. Roll Call by Executive Director Connie Fraijo. A quorum was present.

Name	Present	Absent	Status
Neil White	P		Member - Cocopah Indian Tribe
Anissa Patch		A	Member – Colorado River Indian Tribe
Angelina Flores		A	Member - Gila River Indian Community
Ronald Ouesula Sr.		A	Member - Hualapai Tribe
Erin Pazos	P		Member - Pascua Yaqui Tribe
Aaron Brown		A	Member - Quechan Indian Tribe
Crystal Banuelos	P		Member – Salt River Pima Maricopa
Bernadette Kniffin	P		Member – San Carlos Apache Tribe
Winifred Begay	P		Member – Tohono O’odham Nation
Genevieve Datsi	P		Member Yavapai – Apache Nation
Wallin Gustin	P		Member – AZDES
Kelly Patton		A	Member – AZDES
Christopher Kawabata	P		Member – Yavapai College
Connie Fraijo	P		ATWDB Staff
Nadine Talawuptewa	P		ATWDB Staff
Deborah Slater	P		AWTDB Staff

 **Virtual:** Via Zoom  
 **Date:** Tuesday, April 7, 2026  
 **Time:** 1:30 pm – 3:30 pm  
**Prepared by:** Terilene Rios

Sherri Placencio	P		AWTDB Staff
Terilene Rios	P		AWTDB Staff

- Approval of Minutes for March 3, 2026: A correction was made to the last name of Genevieve Datsi from Dasti to Datsi. A motion was made by Wallin Gustin to approve the Minutes and seconded by Bernadette Kniffin. All were in favor. None Opposed. None Abstained. Motion was passed with the noted change.




Approval of Minutes for January 6, 2026: Executive Director Connie Fraijo explained the meeting minutes are missing the names of the member who moved and seconded the motion to approve them. If a member wishes, a motion to amend the minutes to reflect that the motion was made and seconded—although the names were not recorded—would be in order. A motion was made by Erin Pazos to approve the January 6<sup>th</sup> Meeting Minutes with a motion seconded by Council Genevieve Datsi. All were in favor. None Opposed. None Abstained. Motion passed.

Approval of Minutes for February 17, 2026: Executive Director Connie Fraijo shared further clarification has to be made to Agenda Topic VIII. ATWDB Reports subheading b. Special Operations Committee (SOC) Item 2. What was approved for the ATWDB Staff Agreement Timelines and motion by whom? Erin Pazos shared her meeting notes on Staff Agreement Timelines and motions. Erin’s notes will be reflective of the Staff Agreement Timelines and motions. Therefore, it will be recorded into Feb. 17<sup>th</sup> Meeting Minutes and presented at the next ATWDB Meeting on May 5, 2026, for approval. The Meeting Minutes is TABLED FOR NEXT MEETING AGENDA WITH CORRECTIONS.

- Call to the Public by Crystal Banuelos, ATWDB Chair: Jonathan Rios provided an announcement/Reminder of upcoming STEM Event. The application closes on Friday the 10th. Jonathan Rios will email/share event flyer.
- New Business by Crystal Banuelos, ATWDB Chair
  - ATWDB Budget Modification Approval –

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- Transfer Funds for Training: Executive Director Connie Fraijo requested a discussion to approve budget adjustment to the Arizona Workforce Development Board (ATWDB) budget. Board approval is needed to revise budget to reflect \$5,000 transferred from TA Program Training (\$25,000) to Job Related Training (\$5,000), so that new amounts are TA Program Training (\$20,000) to Job Related Training (\$10,000). Expo registration, we have 45 staff and 2 board members. Madam Chair can you entertain a motion for this item? A Motion was made to move funds to accommodate this request by Erin Pazos and Seconded by Christopher Kawabata. All were in Favor; Opposed = none; Abstained = None. Motion was passed

B. Present Waiver on One-Stop Operator and Comprehensive One-Stop Center

- Seeking Conceptual Approval: Crystal B. In summary, the waiver is to ensure we follow regulations. MOU updated/uploaded with shared governance. Connie Fraijo and Mayen did a Sole Source Procurement. The proposed Sole Source Procurement is to seek Department of Labor for One-Stop Operator and Center. Is there support and consensus from the Board? Yes! Conceptual approval to move forward with Waiver on One-Stop & Comprehensive One-Stop Center and in this direction.

6. Old Business by Chair Crystal Banuelos.




A. WIOA Financial Report

- Cost Allocation Remaining Report by Executive Director Connie Fraijo reported this is the most recent report that was received and sent out on March 11<sup>th</sup> to review it to ensure that all information accurately reflects your program's current financial reporting. Erin P. reported previous glitches on their accounting systems. However, reports of Drawdowns have been resolved and resubmitting to bring spending current for PYT.

B. ATWDB Membership Updates

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- Waiver Request for White Mountain Apache – Executive Director, Connie Fraijo they are in communication with the staff to have someone appointed, they have recently had elections which has impacted this appointment.
- Hopi Tribe Reappointment Letter Issued – Executive Director, Connie Fraijo updated that this letter was sent March 12<sup>th</sup>, the Director is also working with the leadership to get this appointment filled. Thank you to Donovan Gomez.
- Upcoming Expiring Terms consists of 6 expiring terms. Per bylaws letters will be sent out May 1<sup>st</sup>.

#### C. ATWDB Local Plan




- Distribution for Feedback & Comments – Connie Fraijo reported they received the local plan from our consultant, Maryann Lawrence, on April 1<sup>st</sup>, in alignment with the timeline outlined in the SOW. The next step is to gather comments and feedback from the board and our partners. Connie will be sending this out via email along with instructions on how to submit your comments. MaryAnn – please confirm the due date for feedback so I can include it in the message, as well as your preferred format for receiving the complied feedback. Crystal thanked Maryanne for the plan. Connie Fraijo will get it posted on the ARIZONA@WORK website and send it out via email to core partners and service providers.

D. IGA Update – Chair Crystal Banuelos summary is there is a version being assessed and discussed OEO, DES and other parties have ideas. Urgency to get to the next step. IGA signatures require vetting (attorney, council tribe). Comments and feedback discussed. Erin Pazos. – concern if there is an estimated time frame. PYT has timeline for July and funding is based on. Ensure funding is not affected and access to funds.

E. ATWDB Recertification Update by Executive Director Connie Fraijo: The MOU with signatures was uploaded on March 25<sup>th</sup> and has been marked as complete. Also, received the first draft of the local plan, and work is underway to move that toward completion. Board Assistant and Connie have had training on the Sunshine Provisions and Open Meeting

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Law by DES communications web team. As mentioned earlier the additional requirements such as the OSO discussion are in progress that will help position us closer to achieving our recertification.

**7. ATWDB Reports – (I/D)**

- A. ATWDB Chair & Vice Chair Updates by Chair Crystal Banuelos. Chair work continues, in contact with Executive Director Connie Fraijo on initiatives, close out things, appreciate support. Waivers will be the focus for compliance. Vice-Chair Winifred Begay has no updates.
- B. ATWDB Executive Director Updates – Connie Fraijo, ATWDB Executive Director
  - Administrative – Tracking is be monitored of board membership and updated the contact lists for CEOs in tribal areas. Connie is assisting the Consultant on Local Plan development and continued work on board recertification processes. HR functions include working on new hire documents, training and submitting invoices for board staff. Attending meetings that require her attendance.
  - Operational – Program oversight has 3 areas that are still open for PY25. They have Data Validation for PY25 2<sup>nd</sup> qtr. that are waiting for a closure letter. Performance letters went out to CEOs on March 13<sup>th</sup> The letters address our PY24. The Adjusted levels of Performance using the Arizona Statistical Adjustment Model. Connie requested a meeting to go over the report in detail. Currently are still not meeting 4 Youth measures, 3 adult measures, 4 dw measures we are close between 8 to 2 people to move to the numerator. EO Training was held on March 9<sup>th</sup> for Directors. The presentation was sent to the directors to train their staff on March 26<sup>th</sup>. The scheduled for EO monitoring for PY25 is being scheduled. ATW 2026 conference planning is continuing. Connie met with Mayen on the 3 bids for the venue, so we are close to securing the venue. It looks like we are looking at the 2<sup>nd</sup> week in May. Board staff have been working on a training plan and so have our business service representative. Training Expo registration process went out and the tentative




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agenda for travel purposes that date is April 30<sup>th</sup>. Don't forget the AZ Workforce Summit 2026, Save the Date for June 6<sup>th</sup> and 10<sup>th</sup>. I haven't seen the registration yet.

8. Next Meeting scheduled for May 5, 2026
9. Adjournment –by Chair Crystal Banuelos. Motion to adjourn by Bernadette Kniffin and Seconded by Wallin Gustin. Meeting adjourned at 2:52 pm.

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